

WEST MIDLANDS SHAREHOLDERS AIRPORT COMMITTEE

TO BE HELD IN ROOM 6 COUNCIL HOUSE, BIRMINGHAM
FRIDAY 20TH JULY 2018 AT 2PM

A G E N D A

1. ELECTION OF CHAIRMAN
For the period ending with the Annual Meeting in 2019 (or earlier, as appropriate)

2. ELECTION OF VICE-CHAIRMAN
For the period ending with the Annual Meeting in 2019 (or earlier, as appropriate)

3. APOLOGIES

Attached

4. NOMINATION OF MEMBERS TO SERVE ON THE WEST MIDLANDS SHAREHOLDERS AIRPORT COMMITTEE
Report of Birmingham Council Adviser

Attached

5. PROCESS FOR TAKING URGENT DECISIONS OUTSIDE OF MEETINGS
Report of Birmingham Council Adviser

Attached

6. CONSTITUTION OF THE WEST MIDLANDS SHAREHOLDERS AIRPORT COMMITTEE
Report of Birmingham Council Adviser

7. DATE OF NEXT MEETING
Meeting schedule to be arranged

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**WEST MIDLANDS SHAREHOLDERS AIRPORT COMMITTEE
20TH JULY 2018**

PROCESS FOR TAKING URGENT DECISIONS OUTSIDE OF MEETINGS

1. Background

- 1.1 Urgent actions in relation to Birmingham Airport were previously taken between meetings of West Midlands Joint Committee (“Joint Committee”) with the agreement of each of the Districts’ Chief Executives or anyone authorised to act in the absence of the Chief Executive in consultation with the Chair or Vice chair of Joint Committee.

2. Proposal

- 2.1 Following the dissolution of Joint Committee and the establishment of West Midlands Shareholders Airport Committee (“Airport Committee”), it is proposed that urgent decisions be delegated between Airport Committee meetings to each of the Districts’ Chief Executives or anyone authorised by any District to act in the Chief Executive’s absence acting in consultation with the Chair or Vice Chair of the Airport Committee.
- 2.2 Such decisions are to be reported back to the next available Airport Committee meeting.

3. Recommendation

- 3.1 It is recommended that approval is given to:
- delegate urgent decisions in between meetings to Districts’ Chief Executives or anyone authorised by any District to act in the Chief Executive’s absence acting in consultation with the Chair or Vice Chair of the Airport Committee. Such decisions are to be reported to the next available Airport Committee meeting.

**Originating Officer:
Elaine Peach
District Adviser**

**WEST MIDLANDS SHAREHOLDERS AIRPORT COMMITTEE
20TH JULY 2018**

**CONSTITUTION OF THE WEST MIDLANDS SHAREHOLDERS AIRPORT
COMMITTEE (“Airport Committee”)**

1. Background

- 1.1 Attached at appendix 1 is the proposed constitution of the Airport Committee, which is in line with the agreed structure. This includes the process for taking urgent decisions outside of meetings set out in Agenda Item 5.
- 1.2 The draft constitution has been reviewed by the District legal officers.

2. Recommendation

- 2.1 It is recommended that the proposed constitution set out in Appendix 1 is adopted.

Originating Officer

**Elaine Peach
District Adviser**

3.3 Each District may appoint members of its District as a substitute voting member (“Substitute Voting Member”) to attend meetings of the Committee in the absence

